



**MEETING MINUTES
BOARD OF SUPERVISORS, COUNTY OF MONO
STATE OF CALIFORNIA**

Meeting Location: Mono Lake Room, 1st Fl., County Civic Center, 1290 Tavern Rd., Mammoth Lakes, CA
93546

**Special Meeting
May 23, 2022**

9:03 AM Call meeting to Order By: Chair Gardner

Supervisors Present: Corless, Duggan, Gardner, Kreitz, and Peters (all attended in person).

Supervisors Absent: None.

The Mono County Board of Supervisors stream most of their meetings live on the internet and archives them afterward. To search for a meeting from June 2, 2015, forward, please go to the following link: <http://www.monocounty.ca.gov/meetings>

Pledge of Allegiance led by Chair Gardner

1. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Opportunity for the public to address the Board on items of public interest that are within the subject matter jurisdiction of the Board. (Speakers may be limited in speaking time dependent upon the press of business and number of persons wishing to address the Board.) Please refer to the Teleconference Information section to determine how to make public comment for this meeting via Zoom.

- No public comment

2. AGENDA ITEMS

A. Mono County Civic Center Dedication

Departments: CAO

1 hour

(Robert C. Lawton, CAO) - Dedication Ceremony for the new Mono County Civic Center at 1290 Tavern Road, Mammoth Lakes.

Action: Conducted dedication ceremony.

Chair Gardner:

- Presented Item

Ross Stone:

- Performed Mono Lake Song

Supervisor Duggan:

- Plaque Unveiling

Robert C. Lawton, CAO:

- Staff appreciation

Break: 9:50 AM

Reconvene: 10:03 AM

B. FY2022-23 Budget Workshop

Departments: CAO

Lunch Break: 12:02 PM

Reconvene: 12:37 PM

(Robert C. Lawton, CAO; John Craig, Assistant CAO; Megan Mahaffey, Accountant III) - Presentation by Departments of their requested FY2022-23 Departmental Budget

Action: Presented Department Budgets.

Robert C. Lawton, CAO:

- Mono Lake Room – in person Board of Supervisors Meeting, 3rd Tuesday of the month.
- Thanked Megan Mahaffey, Department of Finance
- Thanked Cheyenne Stone, Assistant to the CAO
- Thanked John Craig, Assistant CAO
- Thanked Janet Dutcher, Director of Finance
- Changes in Central Charges – Changes in salary, wages, and benefits because PERS was moved. Does not represent a programmatic shift
- Motor Pool Expenses going up – mostly due to vehicles not being used by departments (COVID)
- Copier/printer costs – now being Manager by Gerald Frank,

Supervisor Corless:

- When will we hear about potential deficit? Wednesday – **CAO, Lawton**

Supervisor Kreitz:

- Would like to discuss Budget Forecasting

Chair Gardner:

- Introduced Sheriff Braun

Sheriff Braun:

- Largest General Fund Budget
- Jail
- Court Security
- Boating Safety
- Search and Rescue

- Off – Highway Vehicle Fund
- Court Security 2011 Realignment
- Inmate Welfare Trust
- Medication – Assisted Treatment (MAT)
- Narcotic Forfeiture
- Fingerprint
- Sheriff Monet
- Mono ABX83 DNA ID
- Recruitment Team

Chair Gardner:

- What technology equipment are you looking to buy?
- **Sheriff Braun** – cell phone dump and evidence drier

Supervisor Peters:

- Contribution clarification
- **Sheriff Braun** – mostly salary, wages, and increase PERS
- Motor Pool and Utilities – raising prices

CAO Lawton:

- Wrong page in the Assessors Packet change is noted online

Chair Gardner:

- Introduced Barry Beck
- ORMAT – status? And are you requesting funds
- Value Notices – when?

Barry Beck, Assessor

- Change – send a Value Notice
- Shorting the Appeals Period
- Motor Pool – increase in fuel prices
- Software – all files were updated digitally
- Tablet device – for remote use, currently trying to find compatible software for tablet
- ORMAT – prehearing conference scheduled and yes, requesting funds

Supervisor Kreitz:

- Projection – above the 2 percent
- Shortening the appeals period – are you changing the response time or the submittal?

Barry Beck, Assessor

- Will be 2 percent this year – should equate to 100 million dollars
- 5.14 percent total increase for last year
- Currently – increase is at 4.06 percent – does not include non-secured and CPI
- Value Notices – will be mailed prior to July 31

Supervisor Peters:

- Will Value Notices be sent out yearly?

Supervisor Duggan:

Field equipment issues, is that related to lack of internet services? No, the software is not compatible to device - **Barry Beck, Assessor**

Chair Gardner:

- Introduced Scheereen Dedman

Scheereen Dedman, Clerk-Recorder – Registrar – Clerk of the Board of Supervisors

- Clerk- Recorder
- Rent for storage (microfiche) has increased

- Need to anticipate having two recording software's during transition
- Board of Supervisors
- Assessment Appeals – anticipating increased milage
- 2 vacancies on Assessment Appeals Board
- Assessment Appeals Board decided how the appeals will be address and when
- Request for Translation Services
- Looking to update Agenda Management Software - will be asking for that cost
- Travel and Training – costs are increasing
- Elections
- Ask for the need to do shredding – Previous Elections
- Grant from Secretary of the State – we will be using to update the old social service building to store voting machines
- Two elections this year – increased postage, more paper, less poll workers
- Vote by Mail – is here to stay, need to purchase envelope slicer
- Need a new recording system – current vendor dropped California accounts
- Clerk Micrographics – Social Security Truncation
- Clerk Modernization
- Ask for increase – Deputy Clerk from FTS I to FTS II – Stephanie Frank

Supervisor Corless:

- Where in the budget do we find the line items for translation software? In line item, Special Department Expense for the Board of Supervisors – line item 32500 – **Scheereen Dedman**

Chair Gardner:

- Introduced Community Development
-

Supervisor Kreitz:

- Requests policy information on employees from full time to part time – Switch was made about halfway thru the year or after. Benefits are prorated – **Wendy**

Wendy Sugimura, Community Development Director:

- Introduced her team
- Transportation and Planning
- Planning Commission
- Building Inspector
- Code Enforcement
- Geothermal Monitoring
- Housing Development
- CDBG/Home Grants
- Community Development Grants
- CASP
- Beautification Fund – Code

Supervisor Peters:

- Needs clarity on full time verse's part time employees – part time are being budgeted at part time hours. - **Wendy Sugimura**

CAO Lawton:

- Expect increases in employee benefits, health insurance, and PERS for all departments

Chair Gardner:

- Introduced Malinda Huggins

Malinda Huggins, Animal Services Director:

- Thanks for the full time, Shelter Attendant - Kaleigh Salmond; Kaleigh has adopted out two dogs
- Human Education Program – two focus areas
 1. Red Rovers Reading Program – Read stories and improve empathy in children towards animals
 2. Teach children how to be safe around animals
- Field Services – Try to reduce the number of homeless pets
- Designer Tags – proceeds go to Poor for Paws: donated 2 Bear Boxes
- Professional Services – providing medical attention instead of Euthanasia
- Animal Services
- Animal Welfare
- Horse Trailers - could use their own: Mountain View Fire the need was obvious
- Horse Trailer could be used for emergency supplies – mobile use also emergency trailer
- Protective Vests – would like to be prepared
- Benton Landfill closing – Animal Services need to figure out an alternative site
- Microchips – for adopted and stray animals – prediction of 200 animals
- Launched – Low cost spay/neuter program
- Licensing Clinics – on social media as an event
- Social Media – one person in office who controls the social media – Amber Stoerp
- Senior Services – going to take dogs to senior events

Supervisor Corless:

- Suggests a pet of the week – to advertise pets that need to be adopted

Chair Gardner:

- Suggests bringing a pet a week into the board meetings for adoption

Supervisor Duggan:

- Will you be housing the horse trailer in Bridgeport? Yes – **Malinda**
- Line item for horse trailer

Supervisor Peters:

- Thanked the department for all their work with the Mountain View Fire

Lunch Break: 12:02 PM

Reconvene: 12:37 PM

Chair Gardner:

- Introduced Karin

Karin Humiston, Chief of Probation:

- Three objectives working on:
 1. Migration and implementation of new case management software (Tyler)
 2. Record retention and destruction project – still finalizing contract

3. Foundation building for transitional housing

- Adult Probation
- Juvenile Probation
- Probation CCP 2011
- YOBG 2011 Realignment
- SB 678 2011 Realignment
- JJCPA 2011 Realignment
- PRCD 2011 Realignment
- BSCC 2011 Realignment
- Probation Juvenile Activities
- Drug Court Grant
- Issues with people getting tested for STI
 1. Small community – people don't want to go the clinic where people are going to recognize them
 2. Labs – expensive even if you have insurance
 3. Annual cost is \$44,000 for Health Department

Supervisor Kreitz:

- After school program – community recreation center: Could you please keep this location on your radar to use as a safe venue?

Supervisor Duggan:

- Let's work together to use these spaces that are available for the older kids, volunteers are willing to assist
- Looks like there is room to gradually increase fees

Chair Gardner:

- Introduced Public Health

Bryan Wheeler, Public Health Director:

- Public Health – safety net of the community
- Covid – we are now out in the field, expanding services
- Public Health Education (Tabaco)
- Bioterrorism
- Environmental Health
- Prop 99 & 56
- Fee Study – will benefit next year

Supervisor Kreitz:

- Covid Funds (Grants) – do you have any idea of how long the fund balance will last without future grants? Outreach and epidemiologist we would lose in November and the rest would be at the end of the fiscal year, - **Bryan**

Supervisor Corless:

- Expressed concern of rise of STI – Sexually Transmitted Infections during COVID

CAO Lawton:

- Clarifies that we are in the middle of a fee study – the need to understand the costs, what are we charging, and what is the policy decision by the board to subsidize some or all of those fees

Chair Gardner:

- Introduced Robin Roberts

Robin Roberts, Behavioral Health Director:

- Spoke about the importance of mental health during COVID – make a connection with other people
- Behavioral Services
- Alcohol and Drug

- Mental Health Services Act
- Hosted a Suicide Awareness Walk – had over 200 people attend
- Administrative – changes in the way we are doing business
- Easier access for the client means a heavier workload for administrative personnel – adding a case manager to the North County
- Would like to add a Substance Misuse Counselor
- Still have positions to fill in department
- Many mandates in the future
- May is Mental Health Month
- 2011 Realignment

Supervisor Peters:

- When will the County Socials reconvene?
- Asks about the after-school program in County/Bridgeport

Supervisor Corless:

- Stated how important and what a great turn out the Suicide Walk was in Mammoth – Lots of support from the community.

Chair Gardner:

- Thanked Robin for her sensitive comment: where we have been and where we continue to go.
- How can we be of help to you? **Robin** – Board has been helpful and communicates when necessary. It would be helpful to get in contact with Robin if persons of the community are in distress or in need of assistance.

Supervisor Duggan:

- Thanked Robin
- Discussed the community yard sale she attended for the Crowley Lake Community – had better attendance then they have had in the past

Chair Gardner:

- Introduced Nate Greenberg, Information Technology Director

Nate Greenberg, Information Technology Director:

- Thanked staff:
 1. Kirk Hartstrom, Information Technology Infrastructure Manager – Mono Lake Room
 2. Andy Liu, Information Technology (No longer with the county) – Mono Lake Room
 3. Milan Salva, Information Technology Business Operations manager – Mono Lake Room
 4. Facilities Crew - John Hauter, Claude Fiddler, Craig, Francisco – helped get all the physical components for the Mono Lake Room installed
- Information Technology – team is extremely talented and proud of current team
- Introduced new staff:
 1. Berlin Del Aguila - Information Technology Specialist
 2. New Systems Administrator starting next week
- Radio Communication – challenging project – best option for upgrading system
- Tech Refresh – ask is for security investments
- Emergency Services
- Homeland Security Grant Program – continued to be used for combination of physical security, cyber security, and radio. Based on federal/national priority
- Crowley Area Public Information

Supervisor Duggan:

- Where in your expenses does the Broadband expansion contribution live in your budget?
Nate – Technically it is not in budget, mostly staff time, there is more work to be done. Will be bringing an item to the Board to try to bring in an interested party that would like to work with us.

Chair Gardner:

- Needs clarification from Nate on Radio Communication **Nate** – explains that the State of California is building out the California Radio Interoperable System (CRIS) in the Eastern Sierra, upgrading equipment and brings in local agency systems

Robert C. Lawton, CAO:

- Closes meeting with General Fund figures, additional revenues, and costs

Supervisor Kreitz:

- Has an ask for clarification for Fund Balance – would like to see
- Fee studies – what is taking so long? How do we stay on top of this? **CAO Lawton** – still reconciling Fee Study – making sure it is justifiable and accurate. Explains goals moving forward for Fee Study
- Needs explanation of Carry Over Balance

Supervisor Corless:

- What budget requests are one time request?
- Knowing what the Innoprise Balances are always helpful

Supervisor Peters:

- Requests – when is the calendar date for next Salary Survey

ADJOURN AT 2:10 PM

ATTEST



[Bob Gardner \(Sep 7, 2022 15:27 PDT\)](#)

**BOB GARDNER
CHAIR OF THE BOARD**



**DANIELLE PATRICK
SENIOR DEPUTY CLERK – ELECTIONS ASSISTANT**